



## Jalloh & Jalloh LLC Attorneys at Law

21 West Blancke Street, 2<sup>nd</sup> Floor  
Linden, NJ 07036  
Phone: (908) 363-9899  
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Bernice Martina Jalloh  
Member, NJ Bar  
[tjallohesq@gmail.com](mailto:tjallohesq@gmail.com)

Mohamed S. Jalloh  
Member, NJ Bar  
[mjallohesq@gmail.com](mailto:mjallohesq@gmail.com)

Suzanna M. Polhamus  
of Counsel, Member, NJ Bar  
[spolhamusesq@gmail.com](mailto:spolhamusesq@gmail.com)

November 30, 2018

Andrew J. Casais, RM, QPA,  
Borough Clerk / Qualified Purchasing Agent  
110 East Westfield Avenue  
Roselle Park, NJ 07204

**Re: Roselle Park Request for Qualification  
Labor Attorney  
Qualification Statement**

Dear Mr. Casais:

Please accept this correspondence and the enclosed *curriculum vitae*, on behalf of the partners of the firm: Mohamed S. Jalloh, Esq., as our technical qualification of the position for **Municipal Land Use Board Attorney** requested by the **Borough of Roselle Park**. The scope of our services include, but are not limited to, preparation of pleadings, motions, and discovery documents, participating in all discovery including attendance at all depositions, participation in and attendance at settlement conference, pre-trial motions and trials.

Specifically, and as described in greater detail in the enclosed *curriculum vitae*, the Law Office of Jalloh & Jalloh, LLC ("Firm") is a full service law firm, which is located at 21 West Blancke Street, Linden, New Jersey 07036. The firm offers a full array of legal services in such diverse practice areas as residential and commercial real estate, estate matters, matrimonial, personal injury litigation, civil litigation, utility regulation, transactional analysis, contract law, municipal law, City representation, government compliance, labor law, criminal law, non-profit and corporate laws.

Attorney Mohamed S. Jalloh, Esq., has been a licensed practicing attorney in New Jersey since 2004. His experience has been with litigation as well as transactional work, working for nonprofit organizations, private law firms and public entities. Relevant to the immediate application, Mr. Jalloh has represented the County of Union as assistant County Counsel in various aspects including but not limited to: civil litigation and tort claim cases, employment and labor cases, disciplinary procedures, other labor matters, and direct advice to various departments of the County. He has appeared at various planning boards throughout the State of New Jersey and has been the attorney for the Municipal Land Use Board of Roselle Park for the last two years.

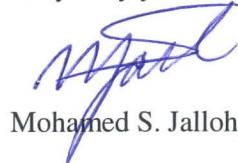
In addition to the representation of public entities, Mr. Jalloh has also established an expertise in full representation of not-for-profit entities, family law general litigation, municipal court matters, drafting and reviewing contracts, commercial and residential real estate transactions, business formation

and land use. In that regard, Mr. Jalloh was most recently recognized by the New Jersey Garden State Bar Association Young Attorney of the Year.

While many firms have sought to specialize their practice areas to focus on certain narrow areas of the law, our firm has chosen instead to offer broad, professional legal representation and advice in a variety of legal areas. This breadth of experience allows the firm to maintain its commitment to excellence through the firm's comprehensive analysis of all components of a particular client's problem. With regard to experience defending municipalities the firm currently provides legal service for the following: the City of Plainfield; the City of Union; City of Trenton, the Roselle Park Planning Board, the Roselle Board of education; the City of Newark; and the City of Linden.

Based on the foregoing and enclosed, we believe our qualifications along with our specific experience in the Litigation practice area make our firm ideal for the position. Neither my firm nor any individual associated with my firm are disbarred, suspended or otherwise prohibited from professional practice by any federal, state, or local agency. Jalloh & Jalloh, LLC has had no judgments, claims or suits against the firm wherein the firm was adjudicated liable for professional malpractice within the last three (3) years. The firm is not now nor has it in the last 10 years been involved in any bankruptcy or re-organization proceedings. My firm is in compliance with all applicable affirmative action (or similar) requirements with respect to business activities. The firm agrees to provide full representation for the board meetings, document review drafting resolutions, and review drafting of all documents in preparation of the regular meetings for the flat rate of \$8,000.00 for the year. In the event that there is litigation or additional service required by the Board, the firm agrees to provide same at the rate of \$150.00 per hour.

Very truly yours,



Mohamed S. Jalloh, Esq.

MSJ:gei

Attachments – Qualification Statement Checklist  
Mandatory Equal Employment Opportunity Notice Acknowledgment  
Non-Collusion Affidavit  
Disclosure or Ownership Form  
Business Registration Certificate  
Disclosure Statement  
Certification Regarding Contributions  
Certificate of Employee Information Report  
Resumes and References

**Statement:** Neither the Firm nor any individuals assigned to this engagement are disbarred, suspended, or otherwise prohibited from professional practice by any Federal, State or Local Agency.

**Affirmative Action Statement:** (Attached)

**Statement:** Jalloh & Jalloh, LLC is in compliance with all applicable affirmative action requirements with respect to its business activities.

**Statement:** Submitter will comply with the General Terms and Conditions required by the Borough of Roselle Park and enter into the Borough's standard Professional Services Contract.

**Statement:** Submitter is not now nor has not at anytime in the past, been involved in any bankruptcy or reorganization proceedings in the last ten years. Submitter has no judgments within the last three years and has not been adjudicated liable for professional malpractice. Submitter has all appropriate federal and state licenses to perform the activities described within the scope of the services and elsewhere within this RFQ.

## BOROUGH OF ROSELLE PARK

### SUBMISSION CHECKLIST

**THE FOLLOWING ITEMS, AS INDICATED BELOW ☑, SHALL BE PROVIDED  
WITH THE RECEIPT OF SEALED SUBMISSIONS**

- | <input checked="" type="checkbox"/> | Completed RFP Checklist   | Initial Here  |
|-------------------------------------|---|---|
| <input checked="" type="checkbox"/> | Completed Submission Form / Qualification Statement                 |  |
| <input checked="" type="checkbox"/> | Statement of Ownership Disclosure                                   |  |
| <input checked="" type="checkbox"/> | Non-Collusion Affidavit   |  |
| <input checked="" type="checkbox"/> | Required EEO/Affirmative Action Evidence & Signed Compliance Notice |  |
| <input checked="" type="checkbox"/> | Acknowledgement of Americans with Disabilities Act Language of 1990 |  |
| <input checked="" type="checkbox"/> | Disclosure of Investment Activities in Iran                         |  |
| <input checked="" type="checkbox"/> | Insurance Requirement Acknowledgement Form                          |  |
| <input checked="" type="checkbox"/> | Certification Regarding Political Contributions                     |  |
| <input checked="" type="checkbox"/> | New Jersey Business Registration Certificate of Vendor              |  |
| <input checked="" type="checkbox"/> | W-9 of Vendor   |  |



This checklist is provided for vendor's use in assuring compliance with required documentation; however, it does not include all submission requirements and does not relieve the vendor of the need to read and comply with the RFP.

Name of Vendor: Jalloh & Jalloh, LLC

Date: November 27, 2018

Signature: X 

Print Name: Mohamed S. Jalloh, Esq.

Title: Member

**BOROUGH OF ROSELLE PARK**

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(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

**1. Names and roles of the individuals who will perform the services and description of their education and experience with projects similar to the services contained herein:**

Mohamed S. Jalloh, Esq., will perform the services requested in the RFQ. Mr. Jalloh has performed as a Labor Attorney for 8 years. He will attend meetings, draft documents and perform all general legal services, including litigation.

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## Education:

Mr. Jalloh received his B.S. in Rhetoric and Communications from the University of Syracuse in May 2001. He received his J.D. from Rutgers University School of Law in Newark, NJ in May 2004. Please see the attached resumé for more details.

**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

**2. References and record of success of same or similar service:**

Daniel Antonelli

1000 Stuyvesant Ave., Suite  
Union, New Jersey 07083  
(908) 623-367

Robert Barry

10 Elizabethtown Plaza  
Elizabeth, New Jersey 07207  
(908) 527-4250

David Minchello

Rainone Coughlin Minchello LLC  
1 Woodbridge Center, Suite 515  
Woodbridge Township, NJ 07095  
732-709-4182

**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

**3. Description of ability to provide the services in a timely fashion (including staffing, familiarity and location of key staff):**

Jalloh & Jalloh, LLC has a mobile computer operating system and can operate from remote locations.

**SUBMISSION FORM / QUALIFICATION STATEMENT**  
**(CONTINUED)**

(ATTACH ADDITIONAL SHEETS AS NECESSARY,  
BUT DO NOT SIMPLY ATTACH VENDOR MATERIALS  
AND TYPE/WRITE: "SEE ATTACHED")

- 4. Cost details, including the annual fee for primary duties and the hourly rates of each of the individuals who will perform services, and all expenses for any work that is not included in the primary duties:**

Jalloh & Jalloh agrees to provide full representation for the Board meetings, document review, drafting resolutions and review drafting of all documents for the flat rate of \$8,000.00. For litigation or additional services, we propose \$150.00/hr.

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**CERTIFICATION OF PROPOSAL**  
**(Sign Below)**

Firm: Jalloh & Jalloh, LLC

Date: November 29, 2018

Authorized Representative (Print): Mohamed S. Jalloh

Signature: 

Title: Member

Telephone No.: (908) 363-9899  
(908) 363-9899

Fax No.: \_\_\_\_\_

## BOROUGH OF ROSELLE PARK

### **STATEMENT OF OWNERSHIP DISCLOSURE** N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

**THIS STATEMENT SHALL BE COMPLETED, CERTIFIED TO, AND INCLUDED WITH ALL BID AND PROPOSAL SUBMISSIONS. FAILURE TO SUBMIT THE REQUIRED INFORMATION IS CAUSE FOR AUTOMATIC REJECTION OF THE BID OR PROPOSAL.**

Name of Organization: Jalloh & Jalloh, LLC

Organization Address: 21 W. Blancke Street, Linden, NJ 07036

#### **Part I**

**Check the box that represents the type of business organization:**

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- For-Profit Corporation (any type)
- Limited Liability Company (LLC)
- Partnership
- Limited Partnership
- Limited Liability Partnership (LLP)
- Other (be specific): \_\_\_\_\_

#### **Part II**

- The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. (**COMPLETE THE LIST ON THE NEXT PAGE IN THIS SECTION**)

OR

- No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. (**SKIP TO PART IV**)

**STATEMENT OF OWNERSHIP DISCLOSURE**  
**(Continued)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
Mohamed S. Jalloh, Esq.	722 Green Lane, Union, NJ 07083
Bernice M. Jalloh, Esq.	7 Benjamin Griggs Dr., Franklin, NJ 08823

**Part III**

**DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS  
OR LLC MEMBERS LISTED IN PART II**

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II **other than for any publicly traded parent entities referenced above.** The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

**STATEMENT OF OWNERSHIP DISCLOSURE**  
**(Continued)**

**Part IV**  
**Certification**

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the Borough of Roselle Park is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the Borough of Roselle Park to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Mohamed S. Jalloh	Title:	Member
Signature:		Date:	11/29/2018

## BOROUGH OF ROSELLE PARK

### NON-COLLUSION AFFIDAVIT

State of New Jersey  
County of Union

ss:

I, Mohamed S. Jalloh of the City of Union in  
the County of Union and State of New Jersey full age, being duly  
sworn according to law on my oath depose and say that:

I am a Member of the firm of Jalloh & Jalloh, LLC  
(Title or Position) (Name of Firm)

the bidder making this Proposal for the above named project, and that I executed the said proposal with full authority so to do; that said bidder has not, directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named project; and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the Borough of Roselle Park relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide employees or bona fide established commercial or selling agencies maintained by Jalloh & Jalloh, LLC (name of contractor).

Subscribed and sworn to

before me this 29th day

of Nov., 2018.

X.



Signature

Mohamed S. Jalloh, Esq.

(Type or print name of affiant under signature)

Gail Sheke  
Notary public of New Jersey

My Commission expires Jan. 30, 2020



## BOROUGH OF ROSELLE PARK

### **AFFIRMATIVE ACTION COMPLIANCE NOTICE**

N.J.S.A. 10:5-31 and N.J.A.C. 17:27

### **GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

This form is a summary of the successful bidder's requirement to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

The successful bidder shall submit to the public agency, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

- a) A photocopy of a valid letter that the contractor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);  
OR
- b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-4;  
OR
- c) A photocopy of an Employee Information Report (Form AA302) provided by the Division and distributed to the public agency to be completed by the contractor in accordance with N.J.A.C. 17:27-4.

The successful vendor may obtain the Affirmative Action Employee Information Report (AA302) from the contracting unit during normal business hours.

The successful vendor(s) must submit the copies of the AA302 Report to the Division of Contract Compliance and Equal Employment Opportunity in Public Contracts (Division). The Public Agency copy is submitted to the public agency, and the vendor copy is retained by the vendor.

The undersigned vendor certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27.1 et seq. and agrees to furnish the required forms of evidence.

The undersigned vendor further understands that his/her bid shall be rejected as non-responsive if said contractor fails to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27-1 et seq.

COMPANY: Jalloh & Jalloh, LLC

SIGNATURE: 

PRINT NAME: Mohamed S. Jalloh

TITLE: Member

DATE: November 29, 2018

## BOROUGH OF ROSELLE PARK

### EXHIBIT A

### MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

### **GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted Borough employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken

**EXHIBIT A**  
**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE**  
**N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)**  
**N.J.A.C. 17:27**  
**GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS**  
**(Continued)**

without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval  
Certificate of Employee Information Report

Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at [www.state.nj.us/treasury/contract\\_compliance](http://www.state.nj.us/treasury/contract_compliance)).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27**.

## BOROUGH OF ROSELLE PARK

### **AMERICANS WITH DISABILITIES ACT OF 1990** **Equal Opportunity for Individuals with Disability**

The Contractor and the Owner, do hereby agree that the provisions of Title 11 of the Americans with Disabilities Act of 1990 (the "Act") (*42 U.S.C. S12101 et seq.*), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

The undersigned vendor consents to the full understanding of the forgoing Americans with Disabilities Act Language of 1990:

Bidder/Vendor: Jalloh & Jalloh, LLC

Signature: 

Full Name (Print): Mohamed S. Jalloh

Title: Member

Date 11/29/2018

## BOROUGH OF ROSELLE PARK

### **DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

#### **PART 1: CERTIFICATION BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive.

#### **PLEASE CHECK EITHER BOX:**

I certify, pursuant to Public Law 2012, c. 25, that neither the person/entity listed above nor any of the entity's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

OR

I am unable to certify as above because I or the bidding entity and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

#### **PART 2**

#### **PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN**

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the form below. (PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, USE ADDITIONAL PAGES).

Name: \_\_\_\_\_ *N/A* \_\_\_\_\_

Relationship to Bidder/Vendor: \_\_\_\_\_

Description of Activities: \_\_\_\_\_

Duration of Engagement: \_\_\_\_\_ Anticipated Cessation Date: \_\_\_\_\_

Bidder/Vendor: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

**DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**  
**(Continued)**

**CERTIFICATION**

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the below-referenced person or entity. I acknowledge that the Borough of Roselle Park is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of contracts with the Borough of Roselle Park to notify the Borough of Roselle Park in writing of any changes to the answers or information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreements(s) with the Borough of Roselle Park and that the Borough of Roselle Park at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): Mohamed S. Jalloh

Signature: 

Title: Member

Date 11/29/2018

Bidder/Vendor: Jalloh & Jalloh, LLC

## BOROUGH OF ROSELLE PARK

### INSURANCE REQUIREMENTS AND ACKNOWLEDGEMENT FORM

Certificate(s) of Insurance shall be filed with the Borough Clerk's Office upon award of contract by the governing body

The minimum amount of insurance to be carried by the Professional Service Entity shall be as follows:

#### **PROFESSIONAL LIABILITY INSURANCE**

Limits shall be a minimum of \$1,000,000.00 for each claim and \$1,000,000.00 aggregate each policy period.

Acknowledgement of Insurance Requirement:

SIGNATURE:



DATE: 11/29/2018

Mohamed S. Jalloh / Member

(Printed Name & Title)

## BOROUGH OF ROSELLE PARK

### CERTIFICATION REGARDING POLITICAL CONTRIBUTIONS

STATE OF NEW JERSEY

: SS.

COUNTY OF Union

I, Mohamed S. Jalloh, a Member of Jalloh & Jalloh of the Township of Union in the County of Union and the State of New Jersey, of USA full age, being duly sworn according to law on my oath depose and say that:

I am the Member of the firm of Jalloh & Jalloh, LLC, the Professional Service Entity making the submissions for the above named Service, and that I executed the said submission with full authority to do so; that said Professional Service Entity acknowledges that it is aware that the Borough of Roselle Park pursuant to Section 2-4 of the Borough Code prohibits the awarding of any public contract to any Professional Service Entity that has contributed in excess of two hundred (\$200.00) dollars to a campaign committee of any Borough of Roselle Park candidate or holder of the public office having ultimate responsibility for the award of the contract, or to any Borough of Roselle Park or Union County Party Committee, or to any political action committee (PAC) that is organized for the primary purpose of promoting or supporting Borough of Roselle Park municipal candidates or municipal officeholders, within one (1) calendar year immediately preceding the date of the contract or agreement.

I further warrant that pursuant to Roselle Park Borough Section 2-4, a "professional service provider" seeking a public contract means: an individual, including the individual's spouse, if any, and any child living at home; person; firm; corporation; professional corporation; partnership; organization; or association. The definition of a service provider includes all principals who own one (1%) percent or more of the equity in the corporation or business trust, partners, and officers in the aggregate employed by the provider as well as any subsidiaries directly controlled by the service provider.

I further warrant that I have reviewed Borough Code Section 2-4.

I hereby certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment for contempt of Court.

Subscribed and sworn to before me  
this 29th day of November, 2018

Gail Sheke  
(Signature of Notary)

(Affix Seal)



Mohamed S. Jalloh  
(Signature of Professional)

Name: Mohamed S. Jalloh  
Title: Member

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

TAXPAYER NAME:

JALLOH & JALLOH, LLC

ADDRESS:

21 WEST BLAINE STREET SUITE 2  
LINDEN NJ 07036-4208

EFFECTIVE DATE:

11/23/10

TRADE NAME:

JALLOH & JALLOH, LLC

SEQUENCE NUMBER:

1602984

ISSUANCE DATE:

02/22/16

*James J. S.*  
Director  
New Jersey Division of Revenue

(04-08), D205846V

Certification **46748**

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT**  
**RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of

**15-MAY-2018** to **15-MAY-2025**

JALLOH & JALLOH, LLC  
21 W. BLANKE ST., 2ND FLOOR  
LINDEN NJ 07036



*Elizabeth M. Muoio*  
ELIZABETH MAHER MUOIO  
State Treasurer

# Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Jalloh & Jalloh, LLC

2 Business name/disregarded entity name, if different from above

2019 Municipal Land Use Board Attorney

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or  C Corporation  S Corporation  Partnership  Trust/estate single-member LLC

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ P

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) \*

5 Address (number, street, and apt. or suite no.) See instructions.

21 West Blanke Street

Requester's name and address (optional)

Borough of Roselle Park  
 110 East Westfield Avenue  
 Roselle Park, NJ 07204

6 City, state, and ZIP code

Linden, NJ 07036

7 List account number(s) here (optional)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-			-			

or

Employer identification number									
2	7	-	1	3	5	1	6	8	5

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of  
U.S. person \*



Date ▶ November 29, 2018

# Mohamed S. Jalloh, Esq.

722 Green Lane, Union, New Jersey 07083 (908) 590-2800 [Mjallohesq@gmail.com](mailto:Mjallohesq@gmail.com) NJ BAR 2004

## EDUCATION

### RUTGERS UNIVERSITY SCHOOL OF LAW- NEWARK, Newark, NJ

Juris Doctor, May 2004

Honors/Activities: Student Bar Association, Representative

Association of Black Law Students, Parliamentarian

Intellectual Property Society, Member

Bankruptcy Law Journal, Managing Editor

Community & Constitutional law Clinics

### SYRACUSE UNIVERSITY, Syracuse, NY

B.S. Rhetoric and Communications, May 2001

Honors/Activities: Recipient of the Syracuse University "Our Time Has Come" Scholarship

African American Male Congress Honors Society, President

Talented Tenth Leadership Institute, Director

## LEGAL EXPERIENCE

### JALLOH & JALLOH LLC, Linden, NJ,

*Member*, January 2010- present

(KANTOR JALLOH, LLC *Member*, 2014-2015)

Specializing in both litigation and transactional work, the firm represents and provides legal guidance to small businesses including, restaurants, churches, charter schools and other non- profit organizations in the areas of contract negotiations and drafting, business formation and organization, real estate, re-development, policies and procedures, and litigation. The firm represents individuals in the areas of divorce and family law, wills and estate, landlord tenant and housing laws, contract review, traffic court, criminal municipal court, real estate transactions and general litigation. The firm also represents public entities in both litigation and transactional matters. Practice areas include: Matrimonial, Personal Injury, General litigation; Real estate law; Education law; employment law; Contract Negotiation; Re-development law.

### Municipal Public Defender, Newark NJ

*Assistant*, January 2010- October 2010

Represented low income individuals in municipal court cases both criminal and quasi criminal included but not limited to traffic, DUI, simple assault and drug possession, paraphernalia cases. Trial experience in all areas.

### COUNTY OF UNION, Elizabeth NJ

*Assistant County Counsel* August 2006- December 2009

In-house Counsel for the County of Union. Provided legal advice guidance and representation to the Board of Chosen Freeholders, County Manager and the Departments of County Government. Provided support and enforcement for directors. Reviewed legal forms of contracts and other related documents. Represented the County in civil litigation & tort claim cases. Hearing officer for internal employment disputes, disciplinaries, other labor matters. Direct Liaison to the departments of County parks, recreation and facilities and the division of health and emergency management.

### LAW OFFICE OF CLARENCE BAUKNIGHT LLC, Elizabeth NJ

*Associate Attorney*, August 2006- January 2008

General Practitioner, represent clients in civil litigation cases including family law & domestic violence matters.

Proficient in transactional work including contract review, wills trusts and estate matters.

### ESSEX NEWARK LEGAL SERVICES, Newark, NJ

*Staff Attorney, Housing and Income Maintenance* August 2005- August 2006

Helped clients through litigation, advice and/or settlements to prevent loss of housing, illegal lockouts and evictions.

Worked to help clients maintain Federal and State subsidies.

### LEGAL SERVICES OF NORHTWEST JERSEY, Newton, NJ

*Staff Attorney, General practitioner* November 2004- August 2005

Aided clients through litigation, advice, and/or settlements in the areas of Housing, Consumer, Bankruptcy, and Family

Law. Obtained divorces, restraining orders and custody. Protected clients from illegal lockouts evictions or loss of housing. Helped client obtain bankruptcies and protection against creditors.

**JAVERBAUM, WURGAFT, HICKS & ZARIN**, Springfield, NJ

*Law Clerk*, August 2003- January 2004

Worked closely with certified civil trial attorneys administering depositions and interrogatories. Acquired knowledge through legal research and writing on the areas of Medical Malpractice, Insurance, Personal Injury and Employment laws.

**HONORABLE RUDY B. COLEMAN**, Superior Court, Elizabeth, NJ

*Extern*, January 2003 - May 2003

Conducted legal research and drafted memorandum in the areas of civil and criminal litigation. Observed trials and sentencing.

**PRUDENTIAL INSURANCE MANAGEMENT**, Newark, NJ

*Summer Intern*, June 2002 - August 2002

Reviewed preliminary offering agreements, leases, and investment management contracts. Conducted legal research and drafted memorandum pertaining to securities, real estate, and bankruptcy laws and UCC regulations.

**INTERESTS:** Speech Coaching and Delivery, Speech Writing, Performing arts, Writing, Sports, Computers.

**BERNICE M. JALLOH, ESQ.**  
21 WEST BLANCKE STREET, LINDEN, NJ 07036  
PHONE (908) 363-9899 • E-MAIL [TJALLOHESQ@GMAIL.COM](mailto:TJALLOHESQ@GMAIL.COM)

**PROFILE SUMMARY**

HIGHLY ORGANIZED AND SKILLED ATTORNEY WITH EXPERIENCE IN MANAGING MULTIPLE  
LEGAL PROJECTS IN FAST-PACED, DEADLINE-DRIVEN ENVIRONMENTS.

**CORE COMPETENCES**

- Municipal Court Matters
- Charter Schools
- Labor & Employment
- Wills & Estate Planning
- Real Estate
- Contracts
- Matrimony/Domestic Relations
- Landlord/Tenant Matters
- Property Management

**EDUCATION**

**Rutgers School of Law**, Newark NJ  
Juris Doctorate, 2006

**Rutgers University**, Newark NJ  
Masters in Public Administration, 1990

**Syracuse University**, Syracuse NY  
Bachelors of Science

**PROFESSIONAL EXPERIENCE**

**Jalloh & Jalloh LLC**, Linden NJ  
*Partner*, April, 2010 – Present

- Demonstrated sharp legal acumen in the direct oversight of general practice cases.
- Exhibit leadership and prioritizing abilities in performing a broad range of legal and firm management activities.

**Law Office of Clarence W. Bauknight III**, Elizabeth, NJ  
*Associate Attorney*, March, 2006 – April, 2010

- Applied strong research capabilities in performing a number of transactional tasks, including drafting documents and reviewing contracts.

**University of Medicine & Dentistry of NJ**, Newark NJ  
*Administrative Director, Pathology & Laboratory Medicine*, August, 2000 – September, 2010

- Demonstrated superior managerial capabilities in direct oversight of day-to-day operations of laboratory, including conflict resolution between laboratory personnel, nursing staff, physicians, administrators and patients.
- Certified in Healthcare Compliance

**United Health Care Systems**, Newark NJ  
*Director, Training & Development*, December, 1994 – May, 1997

- Demonstrated strategic planning and organization skills in proficiently steering projects, including creation of a *Manager Survival Manual*, and revision of the *Personnel Policy & Procedure Manual*.

***REFERENCES FURNISHED UPON REQUEST***



**Jalloh & Jalloh LLC**  
**Attorneys at Law**  
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Linden, NJ 07036  
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[tjallohesq@gmail.com](mailto:tjallohesq@gmail.com)

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Member, NJ Bar  
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Suzanna M. Polhamus  
of Counsel, Member, NJ Bar  
[spolhamusesq@gmail.com](mailto:spolhamusesq@gmail.com)

#### PROFESSIONAL REFERENCES

**Daniel Antonelli**  
1000 Stuyvesant Ave., Suite 1  
Union, New Jersey 07083  
(908) 623-367

**Robert Barry**  
10 Elizabethtown Plaza  
Elizabeth, New Jersey 07207  
(908) 527-4250

**David Minchello**  
Rainone Coughlin Minchello LLC  
1 Woodbridge Center, Suite 515  
Woodbridge Township, NJ 07095  
732-709-4182